



**DRAFT
PLANNING & COMMUNITY
DEVELOPMENT COMMITTEE**

**April 27, 2009
MINUTES**

I. CALL TO ORDER

Vice Chair Nancy Backus called the meeting to order at 5:02 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Vice Chair Nancy Backus, Member Rich Wagner, and Deputy Mayor Sue Singer. Chair Lynn Norman was excused.

Staff members present included: Director Cindy Baker, Assistant Director Kevin Snyder, Principal Planner Jeff Dixon, Senior Planner Chris Andersen, Senior Planner Stacey Borland, Environmental Protection Manager Kelly McLain, Environmental Planner Jennifer Shih, Planner Stuart Wagner, Assistant City Engineer Ingrid Gaub, Transportation Planner Chris Hankins, Arts & Recreation Director Daryl Faber, Parks Planning & Development Manager Bob Wuotila, City Attorney Dan Heid, Assistant City Attorney Steve Gross, and Planning Secretary Renée Tobias.

Audience members present: Wayne Osborne, Gil Cerise, Chen Hsin-Yi, Thao Nguyen, Meghan Deaton, Ken Deaton, Garrett Huffman, Len Elliott, GiEung You.

II. CONSENT AGENDA

Deputy Mayor Singer moved and Member Wagner seconded to approve the Consent Agenda.

MOTION CARRIED UNANIMOUSLY 3-0.

III. ACTION

A. Resolution No. 4477 – ICLEI Membership

After a brief discussion on this resolution, the Committee asked staff to research and report back on why other valley cities have not currently joined ICLEI.

Member Wagner moved and Deputy Mayor Singer seconded to approve moving Resolution No. 4477 forward to Council for approval.

MOTION CARRIED UNANIMOUSLY 3-0.

B. Resolution No. 4475 – Tobacco Free Parks

Parks, Arts, and Recreation Director Daryl Faber reported that the "For Our Kids – Tobacco Free Parks" education program in the City's park system will be kicked off at Kids Day on June 19, 2009. A new grant for \$2,400 was received to create park signage which requests that signed park areas remain tobacco free. Mr. Faber shared a copy of the education sign with the Committee.

It was noted that the Resolution supports a grant-funded educational campaign and does not create a regulation enforceable by police. Results from a recent citizen survey indicated that most citizens wanted the parks tobacco free through legislation.

Member Wagner moved and Deputy Mayor Singer seconded to approve moving Resolution No. 4475 forward to Council for approval.

MOTION CARRIED UNANIMOUSLY 3-0.

IV. DISCUSSION

A. Urban Tree Board

Chairperson Len Elliott and Parks Planning & Development Manager Bob Wuotila shared the Board's 2008 accomplishments. Mr. Wuotila stated that in order to obtain a Tree City Certification, the City was required to create a Tree Board; currently there are seven members. Every year, the Tree Board nominates a Significant Tree in the City for acceptance and proclamation by the Mayor and Council. The 2008 tree was a 90 year old White Oak located at the Auburn Adventist Academy property.

The City launched a tree planting project for the K Street SE and 2nd Street NE neighborhoods. Letters were sent out soliciting interest in applying for Neighborhood Grants for the purchase, installation and maintenance of the trees. There was insufficient response to the letters and Tree Board Members have volunteered to knock on doors in this area.

Mayor Lewis suggested that staff look at defining neighborhoods by street trees. A coordinated effort between the Tree Board, Planning and Public Works departments would be required. A challenge will be to find trees that will not destroy roads and sidewalks, as well as locating sufficient planting strips for the trees and also to avoid power lines.

The Urban Tree Board is planning another year of promoting awareness for Urban Forestry issues. Committee asked about cost of permits to remove trees and/or blocking right-of-way to do such a project. Staff will research costs and permits and update the Committee at a later meeting.

A citizen reported to Deputy Mayor Singer that they had three young Redwood trees that they wanted to donate to the City and would the City want these. Parks, Arts & Recreation Director stated that citizens should contact Parks and staff will review if it is viable to remove and replant the tree. Any citizen concerns about trees or sidewalks should be reported and City staff will investigate.

Council will forward inappropriate tree pruning to Mayor Lewis, who will then work with the Tree Board and Parks to create a proactive educational information on proper pruning. Suggestion was made to place this information on the Internet.

B. Healthcare District Overlay

Senior Planner Stacey Borland reported that from 191 surveys distributed to the property owners in the proposed overlay District, 16 were returned and that the April 1, 2009 Neighborhood Meeting was well attended. At this meeting, several property owners west of A Street NW requested to have their lots removed from the proposed

overlay. Committee asked staff to schedule a meeting with The Medical Board of the Auburn Regional Medical Center to receive more input on the proposed overlay.

Ms. Borland noted that during the April 1, 2009 meeting presentation, the neighborhood was asked to provide input on additional notable homes in the areas. No feedback of this nature was received at the meeting or through the survey. Further, the Ballard House has not been identified as an official historic landmark by King County Historic Inventory. However, the City could set it as “notable” home.

The survey results on permitted uses in the Proposed Overlay were reviewed. Fifty-three percent indicated they would support more healthcare businesses locating in the area; 44% indicated they would prefer to see more professional and medical offices; and 50% are comfortable with the idea of taller medical buildings in the area.

Committee discussed having a three dimensional model created of what the Overlay area would look like with taller buildings. Staff reported that the cost for a graphic three dimensional would cost between \$5,000-\$6,000. Mayor asked that preparing a three dimensional design be added to the list of items on U.S. Mayor’s Institute of Design Award Charrette with and for the City. Committee suggested inviting the healthcare district neighborhood back to review the model once it is created.

In response to staff’s questions, Committee discussed allowing non-healthcare uses to locate within the Residential Office zoned portion of the overlay. Further, the Committee agreed that the ultimate goal of the Healthcare District Overlay is to preserve only the “significant/notable area” and allow the remaining properties to redevelop, potentially into taller buildings such as the Merritt Building or possible expansion of the hospital.

Committee discussed the survey results regarding parking. Eighty-one percent of response found the current parking situation to be problematic in some way. Mayor Lewis asked staff to include an addendum to the meeting notes sent to property owners, informing them that if the neighborhood wishes to work together to reach an overwhelming majority of support for or against a parking program, the City would like to know.

C. Proposed Code Changes – 13.32 Underground Wiring

Assistant City Engineer Ingrid Gaub stated that current code requires all newly permitted residential and commercial developments to place private utilities such as power and telecommunication lines underground. The requirement to underground can be a burden on a smaller development where there is significant frontage or costs involved. In discussion with the Public Works committee there is a desire to allow some exemptions from this requirement in certain situations to allow existing utility services to remain overhead. The proposed code changes are intended to allow an exemption from the requirement to underground and existing overhead service for in-fill development such as in-fill residential, residential-conversions, and smaller commercial developments. Committee asked that the cost of the appraisal indicated in 13.32.030.A2.e.ii be borne by the property owner and included in the wording.

D. Code Update – Design Standards

Planner Stuart Wagner reviewed the summary memorandum, the design standards requirements, and procedures from nearby jurisdictions' with the Committee. The Committee discussed a "requirements" approach versus a "guidelines" approach that encourages good site planning and architectural design in multifamily and mixed use developments. Staff will prepare a tiered matrix that will identify design elements required in a project as well as optional elements for Committee's review.

E. Code Update – Binding Site Plan Review

At the April 14, 2009 Special PCD Committee meeting with the Planning Commissioners, staff were asked to prepare additional information regarding a Binding Site Plan process, pursuant to RCW 58.17.035. Senior Planner Chris Andersen reviewed the findings and proposed recommendations, and answered the Committee's questions.

Mr. Andersen stated that the purpose of a binding site plan approval is to provide an alternative to the standard subdivision process for specific types of development. The binding site plan process serves as an alternative process for segregating industrial or commercial property for sale or lease; and/or to allow for the division of multifamily residential zoned land for condominium purposes without the necessity of completing the procedures for platting.

Following the staff presentation and discussion with the Committee, the Committee asked staff to provide additional information regarding the use of the a Binding Site Plan process for residential condominiums and cottage housing and to provide for a neighborhood meeting requirement when the binding site plan process is used for multi-family or mixed-use projects with 40 or more dwelling units.

F. Private Art

City Attorney Dan Heid provided a brief background on the purpose of a proposed ordinance. Due to the length of the meeting, Mr. Heid asked Committee to forward comments to him. This matter will be brought forward for action at the May 11, 2009 Committee meeting.

V. ADJOURNMENT

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 7:00 p.m.

APPROVED THIS _____ DAY OF _____.

Nancy Backus, Vice Chair

Renee S. Tobias, Planning Secretary